

+91 8097040206

+917045317607

Sunpatil@gmail.com

Taloje Majkur, Near Taloja MIDC, Panvel, Navi
Mumbai-410208.

SURAJ SOMNATH PATIL

Executive Supply Chain(DEO)



SUMMARY

Looking forward for an opportunity to work in an seemed organization where my knowledge and skills can be utilized at the maximum for an enhanced and accelerated exponential growth of the organization and in the due cores sharpen the personal and professional growth.

EDUCATION :

University of Mumbai

Bachelor's Degree in Computer Science 2016-2019

Work Experience:

Organization -KD Logistics Pvt Ltd.
Client Name - Kellogg India Ltd.
Experience- 3 Years 5 Months

Skills :

SAP MM & SD
ORACLE Business Application
WMS Application
MS Office 2019 & Above

NATURE OF WORK:

- Order Processing
- Invoicing
- Stock Transfer Note
- Stock Maintaining (FIFO)
- MIS report
- Customer Communication
- Inbound & Outbound Receipt
- GRN
- SRN
- Microsoft Excel (Vlookup, Pivot Table , Sum) etc..

PROFESSIONAL EXPERIENCE :

• **Executive Supply Chain**

I am fully responsible for the following activity

➤ **Logistics Functions**

- Order receiving & processing for all India sales
- Planning & making program for dispatches
- Handling correspondence with Clients, direct customers
- Reporting to clients on dispatches
- Ensuring & co-ordinating for just in time deliveries
- Handling a team of 5 Supervisors for loading, unloading & C&F activities

Other Functions

- Using Advance Shipment Notification (ASN) portal,for Customers (Reliance, Amazon and other MT Customer
- Courier of all taxable invoice to send for customer for billing purpose
- Tracking of payment details of customer
- Checked Filled After Customer Billed Order.

➤ **Responsibilities**

- Maintained a purchase report in Oracle software and SAP as well as excel
- Maintained a daily Stock report in excel and SAP System
- Monthly stock taking of fast moving items
- Keeping all records of warehouse materials.
- Co-ordinate with sales
- Invoicing domestic (India) Cfa & billing in oracle and SAP system. As well as GRN and SRN